

Date Mailed\_\_\_\_\_

## WEDDING RESERVATION APPLICATION

### Lincoln Parks & Recreation

**Sites are reserved for three (3) hours, which may be divided between two days (rehearsal and wedding). These three hours need to include time necessary for set up, clean up and taking pictures.**

**Sites and prices:** Stransky, Rotary Garden, Iron Horse, Oak Lake Island, Veterans Memorial Garden, Pioneers Columns, Bowling Lake: \$100.00 for three hours of use. Sunken Gardens: \$150.00 for three (3) hours. All sites require a \$100.00 damage deposit (check or cash only) fourteen days prior to wedding date. **(Pioneers Columns may be reserved after December 1 –Use may be subject to the Pinewood Bowl and Cross Country schedules.)**

**June 1<sup>st</sup> through July 31<sup>st</sup> – Any wedding reservation should have notice that any reservations at the Pinewood Bowl Amphitheater will have precedence over a wedding reservation. Wedding times may be moved to earlier part of the day so that the wedding(s) are completed by 5:00 p.m. to avoid conflict with Pinewood Bowl Events.**

Park areas are open to the general public during periods reserved for weddings and associated activities. Limited park maintenance may also occur during wedding reservation periods.

**Site Requested**\_\_\_\_\_ **Guest Estimate**\_\_\_\_\_

**Wedding Date**\_\_\_\_\_ **Starting Time**\_\_\_\_\_ **Ending Time**\_\_\_\_\_

**Rehearsal Date**\_\_\_\_\_ **Starting Time**\_\_\_\_\_ **Ending Time**\_\_\_\_\_

**Bride's Name**\_\_\_\_\_

Home Phone\_\_\_\_\_ Work Phone\_\_\_\_\_

Address\_\_\_\_\_ Zip\_\_\_\_\_

**Groom's Name**\_\_\_\_\_

Home Phone\_\_\_\_\_ Work Phone\_\_\_\_\_

Address\_\_\_\_\_ Zip\_\_\_\_\_

**Alternate Contact**\_\_\_\_\_

Home Phone\_\_\_\_\_ Work Phone\_\_\_\_\_

Address\_\_\_\_\_ Zip\_\_\_\_\_

**Special Requests**\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant's  
Signature\_\_\_\_\_ Date\_\_\_\_\_  
(person responsible for park use)

Approval\_\_\_\_\_ Date\_\_\_\_\_  
(Parks and Recreation Department)

**Return application form along with the reservation fee. No reservations are made prior to payment being received.**

Make checks payable to:	Parks & Recreation	Contact:	Reservations
Mailing address:	2740 "A" St.		441-8262
	Lincoln, NE 68502		

**There will be a \$20.00 processing fee assessed to all refunds requested by the public.**

#### Office Use Only

Amount \$\_\_\_\_\_ Check #\_\_\_\_\_ Date Received\_\_\_\_\_ Staff\_\_\_\_\_

Comments: